



Project Address: \_\_\_\_\_ Plan Check #: \_\_\_\_\_

Project Title: \_\_\_\_\_ Revision #: \_\_\_\_\_

PART 1 – TO BE COMPLETED BY A/E

When special inspection is required by section 1701 of the California Building Code (CBC), Architect or Engineer of Record (“A/E”) shall complete and submit for approval to the Building Division prior to issuance of a building permit 2 copies of the following inspection program (A/E check applicable boxes and designate the name of Testing Agency, Structural Observer or Approved Fabricator, as applicable, in the space provided for each inspection; refer to CBC sections cited in parentheses):

- ☐ Concrete placing and sampling (1701.5.1), by: \_\_\_\_\_
- ☐ Bolts installed in concrete (1701.5.2), by: \_\_\_\_\_
- ☐ Special moment resisting concrete frame (1701.5.3), by: \_\_\_\_\_
- ☐ Reinforcing steel and prestressing steel tendons (1701.5.4), by: \_\_\_\_\_
- ☐ Structural welding (1701.5.5.1), by: \_\_\_\_\_
- ☐ Structural welding, special inspection not required when performed in approved fabricator’s shop (1701.5.5.1, Exception 1), by: \_\_\_\_\_
- ☐ Special moment resisting steel frames, visual inspection and NDT (1701.5.5.2 & 1703), by: \_\_\_\_\_
- ☐ Welding of reinforcing steel (1701.5.3), by: \_\_\_\_\_
- ☐ High-strength bolting (1701.5.6), by: \_\_\_\_\_
- ☐ Structural masonry (1701.5.7), by: \_\_\_\_\_
- ☐ Reinforced gypsum concrete (1701.5.8), by: \_\_\_\_\_
- ☐ Insulating concrete fill (1701.5.9), by: \_\_\_\_\_
- ☐ Spray-applied fire-resistive materials (1701.5.10), by: \_\_\_\_\_
- ☐ Piling, drilled piers and caissons (1701.5.11), by: \_\_\_\_\_
- ☐ Shotcrete (1701.5.12), by: \_\_\_\_\_
- ☐ Special grading, excavation and filling (1701.5.13), by: \_\_\_\_\_
- ☐ Smoke control system (1701.5.14), by: \_\_\_\_\_
- ☐ Special cases, for \_\_\_\_\_ (1701.5.15), by: \_\_\_\_\_
- ☐ Structural observation by Structural Observer (1702), by: \_\_\_\_\_

Prepared by: \_\_\_\_\_ Phone: \_\_\_\_\_

A/E Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PART 2 – TO BE COMPLETED BY PERMITTEE

As set forth in CBC section 1701.1, Owner or A/E, acting as Owner’s agent, shall employ one or more special inspectors (“Testing Agencies”) who shall provide inspections during construction, in addition to required inspections performed by the Building Division pursuant to CBC section 108, for the types of work specified by the A/E in Part 1 above. The required signatures of the Owner, Contractor and Testing Agency are submitted to the Building Division for approval as follows (Permittee select and initial one of the following options):

- \_\_\_\_\_ Part 3 below is completed before a building permit is issued; or
- \_\_\_\_\_ Part 3 will be completed and submitted to the to the Building Division for approval before requesting an inspection. I understand and agree to be responsible for any delays caused by failure to comply timely with this requirement.

PART 3 – ACKNOWLEDGEMENT

Contractor shall be responsible for proper notification to the Testing Agency when the items listed above are ready for inspection. The Testing Agency or Structural Observer shall: (a) provide site visits carrying official identification, (b) perform tests, inspections or structural observation during construction, and (c) promptly notify Contractor of discrepancies that require correction, then if uncorrected, notify the Building Official.

BEFORE AN OCCUPANCY PERMIT CAN BE ISSUED: The Testing Agency or Structural Observer shall submit a final signed report stating that the work requiring special inspection was, to the best of the Special Inspector’s or Structural Observer’s knowledge, in conformance to the approved plans and specifications and the applicable workmanship provisions of the CBC.

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Contractor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Testing Agency Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by Building Division: \_\_\_\_\_ Date: \_\_\_\_\_